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AS

AGENDA
Senior Staff Meeting
7 October 1963

1. The National Intelligence Programs Evaluation
Staff (5 or 10 minutes)

Mr. Gross

✓✓✓

2. Speeding on the Highways to and from Langley
and the Langley Parking Lots

General Carter
or Colonel White

3. Mid-Career Training Course

General Carter
or Colonel White

4. Early Retirement and Other Agency Matters
Concerning Congress

Mr. Houston

5. Trip to South Vietnam
(10 minutes)

✓✓✓
Mr. Colby
(if present)

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6. Exercise

General Carter

a. All Supervisors make certain that
concerned Agency personnel are aware
that messages are simulated
only; there is danger that messages will
be taken for real and acted on.

b. Agency traffic concerning com-
mits Agency to practices we will follow in
the future, so make sure that their contents
steer the Agency in the direction we want
to go.

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MEMORANDUM FOR: General Carter

SUBJECT : Notes to Mention at Senior Staff Meeting,
Monday, 7 October 1963

1. There have been two serious accidents involving Agency employees on the George Washington Memorial Parkway within the last couple of weeks. In one of these accidents an Agency girl went through the windshield of the car and was seriously hurt. We have mentioned speeding on the Parkway to the Senior Staff previously and noted that before the extension to Cabin John Bridge was opened, the Park Police had clocked the traffic at 57 m. p. h. --and obviously the bulk of this traffic was CIA. The Senior Staff should advise each of their staff meetings that unless the CIA traffic slows down in the morning and evening, we intend to ask the Park Police to use radar and issue tickets. Up until now they have been bending over backwards not to bother our people.

Further, some of the driving on the Agency property--in the parking lots and access roads--leaves much to be desired. Advise personnel that unless care and consideration is used, the guards will be instructed to issue additional tickets.

2. The Senior Staff is once again reminded that

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[redacted] started last night, and there will be certain test messages used in connection with this Operation indicating changes in Defcons and everybody should be alert to the fact that anything slugged [redacted] is part of this operation. This will last until Friday, the 11th. If there are any questions about the Operation, please call either [redacted] or [redacted]
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[redacted] in War Plans Staff.

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3. Senior Staff should also be aware that on Thursday, 3 October, Mr. McCone, in the auditorium, opened the first session of the first Agency Midcareer Course. This course will go on for six weeks, and when they are available, Mr. McCone's comments on the occasion of the opening of the course will be circulated both in headquarters and the field.

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[redacted]
Lyman B. Kirkpatrick
Executive Director

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CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS		DATE	INITIALS
1	DDCI		10/8/63	MSG Lar
2	ER (for Senior Staff file)			
3				
4				
5				
6				
	ACTION	DIRECT REPLY	PREPARE REPLY	
	APPROVAL	DISPATCH	RECOMMENDATION	
	COMMENT	FILE	RETURN	
	CONCURRENCE	INFORMATION	SIGNATURE	

Remarks:

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.	DATE

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